Steps in creating E-books formats from a PDF file

Step One: Save the pdf file (for example the full copy of Descartes Meditations on Early Modern Texts)

 (descmed.pdf) to your hard drive or thumb drive in a directory to work on.

Step Two: Open the "descmed.pdf" file in Acrobat Reader

Step Three: Go to the Edit Menu in Acrobat Reader and choose "Copy file to Clipboard"

Step Four: Open your word-processing program and paste the file into a new document.

Step Five: Save the file as a **rich text file**(RTF)   using the " save is " command.

  (The rich text file will be later sent to Calibre the free e-book translator)

 When you get to this point the file will contain many paragraph markers because of the two page format it was originally in. These can be seen if you press the paragraph icon on the tool bar (in Word for Windows) . In order to remove the paragraph markers you need to use the find and replace command.

The find and replace command will differ using different word processors. I will include the steps I used in Word for Windows version 2010. If you are using another version of Word, then these commands will probably be under the Edit Button.

In Word 2010 on the right hand corner of the screen there is an icon that looks like a binocular and it says editing. In other versions there is probably on edit command on the top.

Step Six: Click the editing button a menu will appear that says

Find

Replace

Select

Step Seven: On the right of "FIND" button there is a drop down box (looks like upside down triangle)

Click the little triangle thing and another menu will appear.

Find

Advanced Find

Go to

Step Eight: Choose or click Advanced Find

Step Nine: A box will appear and on the bottom of the box there will be a button called special

Click the Special button and a menu will drop down

Step Ten: Choose the first option on the top called "Paragraph mark"

This symbol " ^p " should appear in the find what located at the top of the box

Now we need to replace the paragraph mark with a space

Step Eleven: In the "replace with" we will go again to the special button

Step Twelve: You want to choose the menu item "non-breaking space"

This will replace all the paragraph marks with a space.

This symbol "^s "should appear in the Replace with located at the top of the box

Once this is correct choose "Replace all"

At this point you will have a big block of text but you can then while in word do indenting and include all the special features that Jonathan Bennett has provided to help in the understanding of the readings. If you are working with a kindle, you will want to eliminate the page breaks because the kindle uses location markers and not page numbers.   This is easily done if in word you click the paragraph icon on top that displays the markings in the document. Indenting, bolding and change in typeface can also easily be done in the word processor if you have the original to work with as well.

Once you have The RTF file (rich text file) the way you want it then it is ready to be sent over to the e-book reader translator called Calibre)

Step Thirteen: Download free software at Calibre

http://calibre-ebook.com/

Calibre is very easy to work with

Once the software is on your computer

You will want to bring in your file

On the top of the menu on the far left hand side

There is a Red Icon Book

Step Fourteen: Choose this Icon and add you RTF file to your library menu

Step Fifteen: You now want to convert your file to a MOBI file if you are using the Kindle or an EPub if using the Nook by Barnes and Noble

This is done by   clicking the third brown icon on the left called (Convert Books)

A dialog box will appear on the far right corner there will be a drop down box "choose MOBI for Kindle)